



DEPARTMENT OF THE ARMY
HEADQUARTERS, 43D SIGNAL BATTALION
UNIT 29227
APO AE 09014


NETC-SER-BC

25 JUN 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum #1 – Master Policy File

1. The purpose of this policy memorandum is to establish a command policy file.
2. Command policies applicable to the 43d Signal Battalion are promulgated through command and community channels. These policies will be maintained in a book and be readily available to all members of the battalion. The Command Policy File will be maintained by the individuals indicated and consist of the following:
 - a. Command Group: Executive Officer file will consist of USAREUR Policy Memorandums, 5th Signal Command Policy Memorandums, 2d Signal Brigade Policy Memorandums, 43d Signal Battalion Policy Memorandums, and Heidelberg Military Community Policy Memorandums.
 - b. Battalion Staff: Adjutant file same as paragraph 2a.
 - c. Subordinate Elements: Unit Commanders and Site Chiefs file will consist of 5th Signal Command Policy Memorandums, 2d Signal Brigade Policy Memorandums, 43d Signal Battalion Memorandums, Unit Policy Memorandums (as required) and respective Military Community Policy Memorandums.
3. All policy memorandums will remain in effect until superceded. All personnel assigned to the 43d Signal Battalion may forward policy recommendations in writing to the Executive Officer for consideration by the Command Group. All assigned, attached personnel are required to read the Command Policy memorandums within 30 days of arrival.
4. The proponent of this memorandum is the undersigned at DSN 370-1440.
- 5 *"Teamwork, Strength, Speed! Always Professional!"*


PHILIP A. HOYLE
LTC, SC
Commanding

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